

Children and Families First Commission  
of  
Santa Clara County

Minutes

May 8, 2002

1. CALL TO ORDER/ROLL CALL

The regular meeting of the Children and Families First Commission (CFFC) is called to order by Chairperson Alvarado at 10:05 a.m. in the Chambers of the Board of Supervisors, County Government Center, 70 West Hedding Street, San Jose, California. A quorum is present.

Members Present

Blanca Alvarado  
Frederick J. Ferrer  
Sarah Akemi Flynn  
Will Lightbourne  
Caroline Panches  
Robert Sillen  
Cora Tomalinas  
Cynthia Wheeler Ruby  
Eleanor Villarreal

2. Public Comment

There are no public comments.

3. Approve Minutes

On motion of Commissioner Tomalinas, seconded by Commissioner Sillen, it is unanimously ordered that the minutes of April 10, 2002 be approved, as submitted.

(Commissioner Lightbourne arrives at 10:10 a.m.)

(Commissioner Ruby arrives at 10:12 a.m.)

4. San Jose Unified and Gilroy Unified School Readiness Requests for Funding (RFF)

Jolene Smith, Deputy Director, CFFC, provides opening comments and introduces Linda Murray, Superintendent, San Jose Unified School District (SJUSD), and Edwin Diaz,

Superintendent, Gilroy Unified School District. Ms. Smith provides an overhead presentation relating to SJUSD School Readiness Initiative proposal and highlights key elements of the six-month comprehensive planning process to identify and target neighborhoods and schools that meet the School Readiness criteria by collecting demographic data, conducting focus groups, asset mapping, conducting surveys, and presenting the information to the community. Further, she provides an overview of the geographical layout of 11 elementary school sites/neighborhoods that meet the School Readiness guidelines to receive funding and indicates that the targeted school sites/neighborhoods are divided into the North Cluster, the Central Cluster, and the South Cluster.

Ms. Smith briefly describes the demographics and characteristics of each of the three clusters and states that the proposed services, programs, and activities encompass the Five Essential Elements to provide a continuum of care in prevention, intervention, and intense intervention. Further, she summarizes the proposed creation of a network of quality pre-schools; the coordination of partnerships to create, expand, or enhance educational programs, services, and activities; and systemic changes within the School District to assist children as they transition into Kindergarten.

Thanh Do, San Jose Unified School Readiness Coordinator, CFFC, continues the presentation and provides an overview of strategies and outcomes developed at a two-day Vision Retreat with parents and community members in the targeted areas. He describes the goals and objectives developed by the focus groups and references illustrations depicting the "Visions" for the North, Central, and South Clusters.

Ms. Smith provides a synopsis of the major components of the SJUSD proposal to be implemented and outlines the proposed program infrastructure including staff development,

evaluation; year one budget; roles of an advisory council; in-kind services; governance benefits; next steps; and, acknowledgements.

Chairperson Alvarado requests that the acknowledgement section of the proposals presented today include Commissioner names, occupations, and Commissioner representation information.

Ms. Murray speaks on beneficial impacts of the School Readiness Initiative; the San Jose Unified (SJU) Board of Trustees commitment to re-define the District from a K-12 grade level District to a Pre-Kindergarten-12 grade District; and, if approved today, the School Readiness Initiative assistance to the beginning of closing student achievement gaps. Ms. Murray expresses appreciation to the CFFC, staff, and to the proposed partners for the collaborative efforts to upgrade services to meet children's needs.

Discussion ensues relating to the cultural conversion of integrating the pre-Kindergarten philosophy in alignment with the newly released State Department of Education Master Plan for Education and the Proposition Ten funds providing the resource for education reform.

Commissioner Ferrer comments on issues regarding in-kind facility availability within the district, highlighting that childcare will be funded by Head Start childcare funds in the proposal, and he commends the district for efforts of converting the culture to Pre-Kindergarten - 12 grade philosophy.

Correction made on June 12, 2002 mfg  
In response to an inquiry by Commissioner Villarreal, Ms. Smith provides clarification relating to how schools are targeted stating that identification is based on the Academic Performance Index (API) scores, the schools' results on the California Standardized Testing and Reporting Program, and Decile ranking, which is based on the Stanford Achievement Test, Ninth Edition (SAT 9) Scores. Further, she states that the Decile ranking is the

Proposal Grant Application be approved and forwarded to the California Children and Families Commission.

Ms. Smith continues the presentation and highlights key elements in the Gilroy Unified School District School Readiness Initiative proposal. Ms. Smith identifies the three school sites/neighborhoods to be served by the program and provides an overview of the demographic data, 1999 Academic Performance Index (API) scores, educational level of parents, community strengths, needs, collaborative partners, and the implementation plan. She comments on the established communities of Gilroy and notes the growing population of children living in poverty. Ms. Smith introduces Irma Batrez, Gilroy Unified District School Readiness Coordinator, CFFC, and Herman Garcia, Outreach Specialist, CFFC.

Ms. Batrez, provides an overview of strategies and outcomes developed at a two-day Vision Retreat held on February 11, and 12, 2002.

Ms. Smith continues the presentation by providing an overview of the proposed program infrastructure, services, and activities. She concludes by describing the administrative infrastructure, proposed continuum of care according to the Five Essential Elements, staff development, year one budget, roles of an advisory council, governance membership, governance structure benefits, next steps, and acknowledgements.

Mr. Diaz expresses appreciation to the CFFC and to the collaborative partnerships for their commitment to children and families. Further, he comments on issues relating to the importance of ensuring that poor children have equal opportunity to develop the skills to succeed.

On motion of Commissioner Villarreal, seconded by Commissioner Lightbourne, it is unanimously ordered that the Gilroy Unified School District School Readiness Initiative

Proposal Grant Application be approved and forwarded to the California Children and Families Commission.

Program Development and Communications Committee Report

a. Childcare Facilities Enhancement Final Report

Commissioner Punches references the Facility Enhancement Program Final Report and advises that the Program Development and Communications Committee (PDCC) recommends adoption of the final report. She provides background information on the \$1.9 million allocation awarded for 177 facility enhancement grants and 26 barter loans in November 2000. Further, she advises that site visits have been conducted for all 203 grantees; that 34 of the 203 centers have closed since June 2001; that as of April 30, 2002, 35 childcare slots have been allocated from childcare providers in exchange for the barter loans; and, that 95 childcare slots will be available over the next three years.

In response to an inquiry by Commissioner Sillen relating to the 95 childcare slots, Karen Blinstrub, Executive Director, CFFC, clarifies through the negotiation process between the loan recipients and CFFC staff, the number of childcare slots and availability timelines was determined. She further notes that the length of the subsidies range from six months to three years. Commissioner Sillen expresses concern relating to the closure of the 34 centers and suggests that future contracts include disclosure statements indicating that the CFFC is the owner of any equipment and supplies purchased with CFFC funds.

On motion of Commissioner Punches, seconded by Commissioner Ruby, it is unanimously ordered that the Childcare Facility Enhancement Program Final Report be approved.

b. Revised Sponsorship Policy

Commissioner PUNCHES references a memorandum from Ms. Smith dated April 30, 2002 relating to proposed revisions to the CFFC Sponsorship Policy. She provides an overview of the PDCC recommendations to approve the proposed revisions relative to a maximum allocation of \$2,000 per event and authorizing the Executive Director to approve sponsorship allocations with a report back to the full Commission.

Commissioner SILLEN suggests that a budget cap be considered and incorporated into the Sponsorship Policy and that Ms. BLINSTRUB provide quarterly reports. Discussion ensues relating to the exclusionary tone of the last two sentences of paragraph 1 on page 2 of the Policy, and Chairperson ALVARADO suggests that the last two sentences be deleted. Commissioners concur, and Commissioner VILLARREAL suggests that staff notify all sponsorship applicants who are not funded.

On motion of Commissioner PUNCHES, seconded by Commissioner LIGHTBOURNE, it is unanimously ordered that the Sponsorship Policy be approved, as amended.

Further, that a Sponsorship Policy budget cap be considered during the CFFC budget review process.

(Chairperson Alvarado leaves at 11:42 a.m.)

c. Arts Enrichment Program

Commissioner PUNCHES references a memorandum from Ms. Smith dated April 29, 2002 relating to the proposed Arts Enrichment Resource Program. She states that PDCC, as well as the Personnel and Finance Committee, reviewed the proposal and recommends that \$175,000 be budgeted for Fiscal Year 2003 for the Arts Enrichment Program implementation and for staff.

Commissioner Ferrer briefly summarizes the Personnel and Finance Committee recommendations. Commissioner Flynn references the Mission statement of the Arts Enrichment Resource Program and suggests it be labeled a "Goal" and that the phrase "understanding the arts" be deleted and replaced with language that "promotes and creates access to," and Commissioners concur.

On motion of Commissioner Panches, seconded by Commissioner Ruby, it is unanimously ordered that the Arts Enrichment Resource Program proposal be approved, as amended.

6. Evaluation Committee Report

There is no report.

7. Personnel and Finance Committee Report

Commissioner Ferrer provides an overview of the issues discussed at the last Personnel and Finance Committee meeting including the ten year financial plan and investment policies of the Commission. Further, he invites Commissioners to attend the next meeting of the Personnel and Finance Committee scheduled on May 15, 2002 at 2:00 p.m. to review ten year financial plan models and to review the first draft of the Fiscal Year 2003 Budget. He states that the Commission will consider the ten year financial plan at the June 10, 2002 regular meeting.

In response to an inquiry by Commissioner Ferrer, Susan Levenberg, Assistant County Counsel, Office of the County Counsel, advises that committee agendas should include a statement indicating that a majority of the Commission might be present in order to meet the Brown Act requirements.

(Commissioner Panches leaves at 11:50 a.m.)

8. California Children and Families Association Dues

Ms. Blinstrub references her memorandum dated April 30, 2002, relating to the increase of membership dues for the California Children and Families Association (Association). She briefly summarizes the annual report, business plan, and budget of the Association and indicates that the increase in dues from a flat rate of \$500 to \$6,567 is primarily because of funding reductions from the Lucile Packard Foundation. Further, she advises that \$6,567 in dues from Santa Clara County is based on the 1999 birth rate, and she suggests that membership dues be approved for one year and that this issue be considered next year to review the benefits of membership to the Association.

On motion of Commissioner Sillen, seconded by Commissioner Ferrer, it is unanimously ordered that payment of membership dues to the California Children and Families Association in the amount of \$6,567, be approved.

9. Children and Families First Commission (CFFC) 2002 Work plan

On Commission consensus, there being no objection, this item is held to the June 12, 2002 regular meeting.

10. Executive Director's Report

There is no oral report.

11. Commission Meeting Calendar

- a. Change the time and location for the June 12, 2002 regular meeting to 10:00 a.m. at the Sheriff's Auditorium
- b. Cancel the July 10, 2002 regular meeting
- c. Schedule Annual Retreat for August

Commissioner Flynn suggests staff examine whether the August 14, 2002 regular meeting is needed.

On motion of Commissioner Sillen, seconded by Commissioner Ruby, it is unanimously ordered that the June 12, 2002 regular meeting time be changed from 6:30 p.m.



to 10:00 a.m. and the meeting be held at the Office of the Sheriff, Sheriff's Auditorium at 55 West Younger Avenue in San Jose.

Further, it is ordered that the July 10, 2002 regular meeting be cancelled and that the CFFC Annual Retreat be scheduled on August 1 and 2, 2002.

12. Commissioner Referrals

There are no Commissioner referrals.

13. Announcements

Commissioner Villarreal announces the Unity in Diversity Day event at the South County Social Services facility on June 28, 2002 at 12:00 p.m.

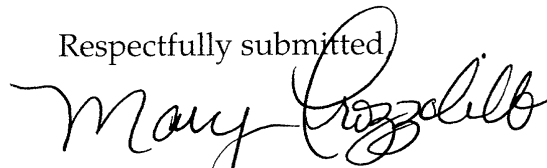
Ms. Blinstrub expresses appreciation to Ms. Smith for her dedication and contributions in preparing the School Readiness proposals that were approved today.

Commissioner Flynn announces an event honoring Vice Chairperson Tomalinas for her community service.

14. Adjourn

On Commission consensus, the meeting is adjourned at 11:58 a.m. to the next regular meeting scheduled on Wednesday, June 12, 2002, at 10:00 a.m. at the Sheriff's Auditorium, 55 West Younger Street in San Jose, California.

Respectfully submitted

A handwritten signature in black ink, appearing to read "Mary Trozzolillo". The signature is fluid and cursive, with the first name "Mary" being more prominent than the last name "Trozzolillo".

Mary Trozzolillo  
Deputy Clerk of the Board